

Year 13 Internal Quality Assurance document for formulation of Teacher Assessed Grade

<b>Subject:</b>	<b>Pearson BTEC Level 3 National Extended Certificate in Creative Digital Media Production</b>				
<b>Evidence collected prior to 8th March</b> <i>*assessment = exam / controlled assessment / NEA / coursework/ significant pieces of exam style work completed</i> <b>This can be any type of work provided you are confident it is the students own work.</b>					
<b>Dates</b>	<b>Title of assessment*</b>	<b>Format of Assessment*</b>	<b>Content assessed, and proportion of course or units to be covered</b>	<b>Detail of Exams Access, or reasonable adjustments</b>	<b>Detail of moderation that occurred</b>
	<i>Include question title if relevant, and also which exam board paper, year, or parts of papers you have chosen. If not using past papers, then confirm it uses question types found in previous papers</i>	<i>Refer to conditions under which it took place which make it appropriate to be used as evidence e.g time-frame of test / exam conditions</i>	<i>Refer to elements of syllabus covered, and the proportion of final exam this would account for in a 'normal year'</i>	<i>Refer to how extra time was managed, and whether other aspects were catered for: scribe / word processor / reader / prompt / rest breaks / small room - if not, then whether marking reflected reasonable adjustments.</i>	<i>Include confirmation of exam board mark scheme used, prior training that took place for marking this assessment, how moderation took place</i>
<b>Completed 9th October 2020</b>	<b>Unit 10 Film production Fiction</b>	<b>Coursework assignments set, assessed and internally verified following the scheduled assessment plan</b>	<b>Assignments 1 and 2 covering Learning Aims: A Understand codes and conventions of fictional film production B Produce material for a fictional film of a specified genre 66% of total coursework grade. Unit counts for 17% of total qualification grade</b>	<b>Where appropriate and available, Exam Access Arrangements have been put into place, or marks adjusted accordingly.</b>	<b>Internal verification following standard BTEC procedure. Coursework sample of three folders moderated and approved externally by BTEC Standards Verifier 17th March 2021</b>
<b>Completed 29th January</b>	<b>Unit 4 Pre-production</b>	<b>Coursework assignments</b>	<b>Assignments 1,2 and 3 covering Learning aims:</b>	<b>Where appropriate and available, Exam Access</b>	<b>Internal verification following standard BTEC</b>

2021	Portfolio	set, assessed and internally verified following the scheduled assessment plan	<p>A Understand the requirements of pre-production of a digital media product</p> <p>B Carry out pre-production for a digital media product</p> <p>C Produce a pre-production portfolio for a creative media production</p> <p>D Review pre-production of a digital media product.</p> <p>25% of total qualification grade</p>	Arrangements have been put into place, or marks adjusted accordingly.	<p>procedure.</p> <p>The department has moderated a range of results - this covers examples from different grades / bands / levels, and also samples of marking from every teacher. All teachers received in department training on marking, covering the criteria from exam board mark schemes across all bands / levels or grades.</p>
Completed Sept. 2020	Unit 1 Representations mock exam	Exam conditions	<p>Whole unit exam covering Learning Aims:</p> <p>A Media messages</p> <p>B Understanding media messages</p> <p>C Stylistic Codes</p> <p>D Effects of media messages</p> <p>25% of total qualification grade</p>	Where appropriate and available, Exam Access Arrangements have been put into place, or marks adjusted accordingly. 25% extra time allowed for eligible students.	<p>Moderation of exam papers by Media teachers to agree grades following the published mark scheme.</p> <p>The department has moderated a range of results - this covers examples from different grades / bands / levels, and also samples of marking from every teacher. All teachers received in department training on marking, covering the criteria from exam board</p>

					mark schemes across all bands / levels or grades.
Completed Nov. 2020	Unit 1 Representations mock exam Jan. 2019 paper	Exam conditions. Completed by 3 students	Whole unit exam covering Learning Aims: A Media messages B Understanding media messages C Stylistic Codes D Effects of media messages 25% of total qualification grade	Where appropriate and available, Exam Access Arrangements have been put into place, or marks adjusted accordingly. 25% extra time allowed for eligible students.	Moderation of exam papers by Media teachers to agree grades following the published mark scheme. The department has moderated a range of results - this covers examples from different grades / bands / levels, and also samples of marking from every teacher. All teachers received in department training on marking, covering the criteria from exam board mark schemes across all bands / levels or grades.
January 2021	Unit 1 Representations January 2021 paper.	External Exam. Completed by 3 students who opted to take the exam.	Whole unit exam covering Learning Aims: A Media messages B Understanding media messages C Stylistic Codes D Effects of media messages 25% of total qualification grade	Where appropriate and available, Exam Access Arrangements have been put into place, or marks adjusted accordingly. 25% extra time allowed for eligible students.	Externally marked and moderated.

Evidence collected after 8th March					
*assessment = exam / controlled assessment / NEA / coursework/ significant pieces of exam style work completed					
Dates	Title of assessment*	Format of Assessment*	Content assessed, and proportion of course	Detail of Exams Access, or reasonable adjustments	Detail of moderation that occurred
	<i>Include question title if relevant, and also which exam board paper, year, or parts of papers you have chosen. If not using past papers, then confirm it uses question types found in previous papers</i>	<i>Refer to conditions under which it took place which make it appropriate to be used as evidence e.g time-frame of test / exam conditions</i>	<i>Refer to elements of syllabus covered, and the proportion of final exam this would account for in a 'normal year'</i>	<i>Refer to how extra time was managed, and whether other aspects were catered for: scribe / word processor / reader / prompt / rest breaks / small room - if not, then whether marking reflected reasonable adjustments.</i>	<i>Include confirmation of exam board mark scheme used, prior training that took place for marking this assessment, how moderation took place</i>
22nd April 2021	Unit 1 Representations Jan. 2020 exam paper	Controlled assessment	Whole unit controlled assessment covering Learning Aims: A Media messages B Understanding media messages C Stylistic Codes D Effects of media messages 25% of total qualification grade	All Exam Access Arrangements have been put in place, suitable for the task: extra time is built into assessments; word processors are provided in-class; readers and prompts are provided by the class teacher; students who require scribes are supported. Any Exam Access unable to be covered has been noted, and marks adjusted accordingly. 25% extra time allowed for eligible students.	Moderation of exam papers by Media teachers to agree grades following the published mark scheme. The department has moderated a range of results - this covers examples from every grade, and also samples of marking from every teacher. All teachers received in department training on marking, covering the criteria from exam board mark schemes across all bands / levels or grades.
20th April: Brief released to	Unit 8 Responding to a Commission	Controlled assessment	Whole unit controlled assessment covering Learning Aims:	All Exam Access Arrangements have been put in place, suitable for	Moderation of exam papers by Media teachers to agree grades following the

<p>students 4th -14th May Controlled Assessment</p>	<p>June 2018 paper</p>		<p><b>A Rationale for ideas in response to a commission</b>  <b>B Developing a response to a commission</b>  <b>C Operational considerations of the proposal</b>  <b>D Presentation of creative ideas</b>  <b>33% of total qualification grade</b></p>	<p>the task: extra time is built into assessments; word processors are provided in-class; readers and prompts are provided by the class teacher; students who require scribes are supported. Any Exam Access unable to be covered has been noted, and marks adjusted accordingly.</p> <p>25% extra time allowed for eligible students.</p>	<p>published mark scheme. The department has moderated a range of results - this covers examples from every grade, and also samples of marking from every teacher. All teachers received in department training on marking, covering the criteria from exam board mark schemes across all bands / levels or grades.</p>